

VDS of the FRI
Lab Notebook Grading Rubric

Name: UTEID:
Date:

Spring 14

The lab notebook should be an accurate and coherent record of your work in the lab. As you progress in your research, the professionalism in your ability to codify the details of your work will become increasingly more important. A readable, organized notebook will save you time and frustration down the road when you are trying to troubleshoot problems.

Your lab notebook should be a running log of work that you do. By looking at your notes, you (or anyone else with similar training) should be able to understand and repeat what you did. Be as complete and detailed as possible – when you look back at your lab notebook after several months, you will have forgotten things that you thought were obvious at the time.

From an intellectual property and publishing standpoint, any compounds that show promise and which may one day be developed – should have their path to discovery be unambiguously documented.

The lab notebooks will be reviewed by the TA and mentors and graded by Dr. B

A total of 10 points is possible for the overall score each time the notebook is graded

Paste a copy of this rubric into the front of your notebook if it helps to remind you what you need

For each item the following notation is available for the **Subscore**:

E: excellent P: passing N: needs improvement F: fails to meet the minimums required

Lab Notebook Grading Rubric Items:	Subscore (E,P,N,F)	Points	
LAYOUT (3 points total)			
• Name, UTEID, Semester, Stream Name on front			
• Table of Contents in front, Title on 1 st page of each lab			
• Dates on each page, Page Numbers on each page ○ (Show links for non-contiguous expts.)			
• No loose pages, overall neatness			
• All experiments present to date			
CONTENT (7 points total) - Should contain Wet lab & Virtual lab work			
• Brief objective of experiment/hypothesis ○ (create one if it is not in the original protocol)			
• Times that steps were started			
• Methods: Protocol written down (step by step) • Wet labs handwritten, virtual typed ○ Safety precautions used for the lab (PPE) ○ Materials, reagents and equipment listed ○ initial set up should be detailed – use sketches if helpful ○ Calculations, concentrations and units shown ○ Changes/modifications to protocol noted			Initial Reviewer's Initials: _____
• Raw Data: Images, graphs or tables of results ○ Axes labeled, caption explaining figure ○ Positive or Negative controls noted ○ Images of chemical compounds should be labeled			Grader's Initials: _____
• Analysis of Results after any data or images ○ brief (did it work? What does the data tell you?) ○ What difficulties did you have? Include error analysis - what types of errors could skew or offset your results?			
• Answers to questions listed in the lab handout			
• Conclusion –			
• Commentary on what the immediate next step is ○ Or how this work applies to future research			RE's Initials: _____
Late? (Notebook must stay in lab)	TOTAL:		

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